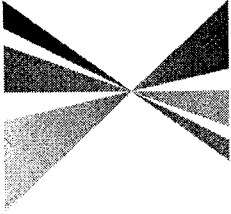


SOUTHERN CALIFORNIA



**ASSOCIATION of
GOVERNMENTS**

Main Office

818 West Seventh Street
12th Floor
Los Angeles, California
90017-3435

t (213) 236-1800

f (213) 236-1825

www.scag.ca.gov

Officers: President: Toni Young, Port Hueneme •
First Vice President: Yvonne Burke, Los Angeles
County • Second Vice President: Gary Ovitt, San
Bernardino County • Immediate Past President:
Ron Roberts, Temecula

Imperial County: Victor Carrillo, Imperial County
• Jon Edney, El Centro

Los Angeles County: Yvonne Burke, Los Angeles
County • Zev Yaroslavsky, Los Angeles County •
Jim Aldinger, Manhattan Beach • Harry Baldwin,
San Gabriel • Paul Bowlen, Cerritos • Todd
Campbell, Burbank • Tony Cardenas, Los Angeles
• Stan Carroll, La Habra Heights • Margaret Clark,
Rosemead • Gene Daniels, Paramount • Mike
Dispenza, Palmdale • Judy Dunlap, Inglewood •
Rae Gabelich, Long Beach • David Gafin, Downey
• Eric Garcetti, Los Angeles • Wendy Greuel, Los
Angeles • Frank Gurulé, Cudahy • Janice Hahn,
Los Angeles • Isadore Hall, Compton • Keith W.
Hanks, Azusa • Tom LaBonge, Los Angeles •
Paula Lantz, Pomona • Paul Nowatka, Torrance •
Pam O'Connor, Santa Monica • Alex Padilla, Los
Angeles • Bernard Parks, Los Angeles • Jan Perry,
Los Angeles • Ed Reyes, Los Angeles • Bill
Rosendahl, Los Angeles • Greig Smith, Los
Angeles • Tom Sykes, Walnut • Paul Talbot,
Alhambra • Sidney Tyler, Pasadena • Tonia Reyes
Uranga, Long Beach • Antonio Villaraigosa, Los
Angeles • Dennis Washburn, Calabasas • Jack
Weiss, Los Angeles • Dennis Zine, Los Angeles

Orange County: Chris Norby, Orange County •
Christine Barnes, La Palma • John Beauman,
Brea • Lou Bone, Tustin • Art Brown, Buena Park
• Richard Chavez, Anaheim • Debbie Cook,
Huntington Beach • Cathryn DeYoung, Laguna
Niguel • Richard Dixon, Lake Forest • Marilyn
Poe, Los Alamitos • Tod Ridgeway, Newport
Beach

Riverside County: Jeff Stone, Riverside County •
Thomas Buckley, Lake Elsinore • Bonnie
Flickinger, Moreno Valley • Ron Loveridge,
Riverside • Greg Pettis, Cathedral City • Ron
Roberts, Temecula

San Bernardino County: Gary Ovitt, San
Bernardino County • Lawrence Dale, Barstow •
Paul Eaton, Montclair • Lee Ann Garcia, Grand
Terrace • Tim Jasper, Town of Apple Valley • Larry
McCallon, Highland • Deborah Robertson, Rialto
• Alan Wapner, Ontario

Ventura County: Judy Mikels, Ventura County •
Glen Becerra, Simi Valley • Carl Morehouse, San
Buenaventura • Toni Young, Port Hueneme

Orange County Transportation Authority: Lou
Correa, County of Orange

Riverside County Transportation Commission:
Robin Lowe, Hemet

Ventura County Transportation Commission:
Keith Millhouse, Moorpark

MEETING OF THE

ADMINISTRATION COMMITTEE

PLEASE NOTE SPECIAL TIME

Thursday, September 1, 2005

9:00 a.m. – 10:00 a.m.

SCAG Offices

**818 West 7th Street, 12th Floor
San Bernardino Conference Room
Los Angeles, CA 90017
213.236.1800**

If members of the public wish to review the attachments
or have any questions on any of the agenda items,
please contact Lisa Taylor at 213.236.1891 or
taylorl@scag.ca.gov

Agendas and Minutes for the Administration Committee
are also available at:

www.scag.ca.gov/committees/ac.htm

SCAG, in accordance with the Americans with Disabilities Act (ADA),
will accommodate persons who require a modification of accommo-
dation in order to participate in this meeting. If you require such
assistance, please contact SCAG at (213) 236-1868 at least 72
hours in advance of the meeting to enable SCAG to make reason-
able arrangements. To request documents related to this document
in an alternative format, please contact (213) 236-1868.



ADMINISTRATION COMMITTEE

AGENDA

PAGE #

TIME

"Any item listed on the agenda (action or information) may be acted upon at the discretion of the Committee."

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE

Councilmember,
Sid Tyler

2.0 PUBLIC COMMENT PERIOD

Members of the public desiring to speak on an agenda item or items not on the agenda, but within the purview of the Committee, must fill out and present a speaker's card to the Assistant prior to speaking. A speaker's card must be turned in before the meeting is called to order. Comments will be limited to three minutes. The chair may limit the total time for all comments to twenty (20) minutes.

3.0 CONSENT CALENDAR

3.1 Approval Item

3.1.1 Approve Minutes of July 7, 2005 01
Attachment

3.1.2 Approve SCAQMD Air Awards 11
Luncheon Co-Sponsorship
RC Attachment

3.1.3 Approve Sponsorship of Southern 12
California Leadership Network Class
Tuition, Leader of the Year Luncheon,
and Graduation Ceremony
RC Attachment

3.1.4 Contracts Over \$250,000 13
RC Attachment

▪ Aztec \$300,000

ADMINISTRATION COMMITTEE

AGENDA

PAGE #

TIME

3.2 Receive and File

3.2.1 Purchase Orders/ Contracts \$5,000 to \$250,000

4.0 ACTION ITEMS

4.1	<u>FY 2006-07 Comprehensive Budget Development Schedule RC Attachment</u>	Charlie Wagner, SCAG Staff	48	10 minutes
-----	---	---	-----------	------------

Recommended Action: Recommend that the Regional Council Adopt Schedule.

4.2	<u>Adopt Resolution 05-466-1 to Accept FTA 5313B Transit Planning Funds for a Sun Village Transportation Study RC Attachment</u>	Heather Copp, CFO	52	5 minutes
-----	--	------------------------------	-----------	-----------

Recommended Action: Recommend that the Regional Council Adopt Resolution 05-466-1

4.3	<u>Resolution 05-466.2: Securing Our Share – Blueprint Planning Grant Funds RC Attachment</u>	Lynn Harris, SCAG Staff	55	10 minutes
-----	---	------------------------------------	-----------	------------

Recommended Action: Recommend that the Regional Council Adopt Resolution 05-466-2

4.4	<u>Sponsorship for the Southern California Housing Summit (HUD) RC Attachment</u>	Lynn Harris, SCAG Staff	58	5 minutes
-----	---	------------------------------------	-----------	-----------

Recommended Action: Approve sponsorship.



ADMINISTRATION COMMITTEE

AGENDA

PAGE #

TIME

8.0 ANNOUNCEMENTS

9.0 ADJOURNMENT

The next meeting of the Administration Committee will be held at the SCAG offices in October 2005 - date and time to be determined.



Administration Committee

July 7, 2005

Summary Minutes

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE ADMINISTRATION COMMITTEE. AUDIO CASSETTE TAPE OF THE ACTUAL MEETING IS AVAILABLE FOR LISTENING IN SCAG'S OFFICE.

The Administration Committee held its meeting at the SCAG offices, Downtown, Los Angeles. The meeting was called to order by Richard Dixon, Chair, Lake Forest. There was a quorum.

Members Present

Aldinger, Jim	City of Manhattan Beach
Bowlen, Paul	City of Cerritos
Dixon, Richard	City of Lake Forest
Mikels, Judy	City of Simi Valley
Pettis, Greg	City of Cathedral City
Roberts, Ron	City of Temecula
Robertson, Deborah	City of Rialto
Washburn, Dennis (Vice Chair)	City of Calabasas
Young, Toni	City of Port Hueneme

Members Not Present

Baldwin, Harry	City of San Gabriel
Clark, Margaret	City of Rosemead
Garcia, Lee Ann	City of Grand Terrace
Loveridge, Ronald	City of Riverside
Nowatka, Paul	City of Torrance
O'Connor, Pam	City of Santa Monica
Tyler, Sid (Chair)	City of Pasadena

New Members

Administration Committee
July 7, 2005

Summary Minutes

1.0 CALL TO ORDER & PLEDGE OF ALLEGIENCE

Hon. Richard Dixon, Chair, Lake Forest, called the meeting to order at 9:10 a.m.

2.0 ELECTION FO CHAIR AND VICE CHAIR

Hon. Sid Tyler, Pasadena elected Chair.

Hon. Dennis Washburn, Calabasas elected Vice Chair.

3.0 PUBLIC COMMENT PERIOD

None

4.0 CONSENT CALENDAR

4.1 Approval Item

4.1.1 Action Minutes of June 2, 2005

Motion by Washburn to approve Summary Minutes, Seconded by Pettis, then unanimously Approved by the Committee.

4.1.2 Future Activities Commemorating SCAG's 40th Anniversary

4.1.3 Approval of Draft Disadvantage Business Enterprise (DBE) Goal and Methodology for Federal Fiscal Year (FFY) 2004-2005

Sandee Scott, SCAG staff, reviewed how the methodology was developed for the DBE outreach. The Committee directed staff to evaluate the current process and reconsider adjusting criteria and explore new outreach opportunities.

Item was pulled from the Consent Calendar and discussed separately. Motion by Washburn to accept report and to include a statement of intent to achieve a higher level of performance, Seconded by Robertson, then APPROVED by the Committee.

4.1.4 Co-Sponsorship of UCLA's Extension Public Policy Program 2005 Arrowhead Symposium

Motion by Washburn to approve Consent Calendar minus Item 4.1.3, Seconded by Pettis, then unanimously Approved by the Committee.

4.1.5 Sponsorship of Clean Cities Alternative Fuels Conference

Administration Committee

July 7, 2005

Summary Minutes

4.2 Receive and File

4.2.1 Contracts/Purchase Orders \$5,000 to \$250,000

▪ Sapphire Technologies	\$255,000.00
▪ Pace Navigator	\$11,329.45
▪ Xerox Corporation	\$5, 000.00
▪ General Networks Corporation	\$1,500.00

5.0 ACTION ITEMS

5.1 WRCOG Request for Reimbursement of Indirect Cost

Robin Lowe, WRCOG, requested that the item be tabled and that SCAG President Toni Young appoint a subcommittee to review the request.

Motion by Washburn to ask the SCAG President assembles a subcommittee, Seconded by Mikels, then unanimously Approved by the Committee.

5.2 Shanghai Maglev Trip

Hasan Ikhrata, SCAG Staff, requested that the Committee approve funding for a delegation to visit China and Japan for an educational exploration of the Maglev system.

Motion by Young to Approve with the proviso that money is not used from the General Fund, Seconded by Mikels, then unanimously Approved by the Committee.

5.3 Proposed Memorandum of Understanding between the Reservation Transportation Authority and SCAG

No discussion

Motion by Young to Approve, Seconded by Mikels, then approved by the Committee.

6.0 INFORMATION ITEMS

6.1 Personnel Committee

6.1.1 Merit Pay Program Status Report

Debbie Dillon provided the Committee with a report on the mid-year evaluations and ratings distributions.

Administration Committee
July 7, 2005

Summary Minutes

6.1.2 Classification/Compensation Plan Status Report

Debbie Dillon provided the Committee with a summary on the progress for the Planning classification series. A review of the marketplace is also performed with each classification series.

6.0 Monthly Financial Report

Heather Copp reported the closing of year-end and those billings are due July 31st. In addition, 70% of the billings are submitted within the last month of the year which means we are not getting reimbursed in a timely manner, however, staff is working to expedite the process.

It was also reported, that the collections of membership dues are ahead of schedule. Consequently, SCAG expects to enter the new fiscal year without using its line of credit.

7.0 FUTURE AGENDA ITEMS

8.0 ANNOUNCEMENTS

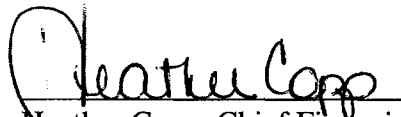
Dennis Washburn announced:

- 3100 acres of open space was acquired in the Las Virgenes Canyon Preserve for public enjoyment.
- "Living Lightly Guide" – a publication that educates communities on how to live in a watershed area.

9.0 ADJOURNMENT

Hon. Richard Dixon adjourned meeting at 10:00.m. The next meeting of the Administration Committee will be held at SCAG on Thursday, September 1, 2005.

Summary Minutes Approved by:



Heather Copp, Chief Financial Officer
Staff to the Administration Committee

Administration Committee

June 2, 2005

Summary Minutes

4.3.3 Salary Range Adjustments

Debbie Dillon briefed the Committee on a salary survey conducted to maintain market competitiveness as outlined in the 2001 study. Recommended changes to salary ranges in the Administrative Job Family effective July 1, 2005 include:

- Executive Assistant to the Regional Council (+2.6% top of range)
- Operations Technician (+6.2% top of range)
- Sr. Administrative Assistant (+4.8% top of range)

Motion by Mikels to Approve, Seconded by Robertson, then unanimously Approved by the Committee.

4.4 Tribal Governments

This resolution (Resolution #05-464-1 through 16) moves forward the agreement between SCAG and the Tribal Governments. As part of the agreement SCAG will continue efforts to:

- Include the Tribal Governments in the transportation planning process
- Appoint Regional Council members to a Tribal Relations Task Force
- Develop and approve work programs to facilitate agreements with Tribal Governments

Motion by Washburn to Approve, Seconded by Robertson, then unanimously Approved by the Committee.

5.0 FUTURE AGENDA ITEMS

- WRCOG Request for Reimbursement of Indirect Cost
- DBE Goal Setting

6.0 LEGAL COUNSEL REPORT

6.1 Colin Lennard reported on the State Mandated Costs under SB90. As a result of the state commission on mandates denies SCAG reimbursement of RHNA costs. In the past, SCAG had always been reimbursed for its RHNA costs by the previous commission, State Board of Control. An appeal was made and the new commission, the decision was reviewed and determined that the COGs were not eligible for reimbursement of RHNA costs. It was recommended that SCAG file a writ of mandate with the proviso that the other COGs provide a fair share cost arrangement to support the litigation.

Motion by Mikels to Approve, Seconded by Robertson, then unanimously Approved by the Committee.